



Re-Roof Inspection Checklist

This is not a comprehensive list of requirements, only a general guide for installation

Reference Information

- ☐ San Jose Building Division Re-roof Requirements for (Policy on Fire Safety of Roofing Materials).
<http://www.ci.san-jose.ca.us/building>
- ☐ 2001 Uniform Building Code, Appendix Chapter 15: Re-roofing.
- ☐ 2001 Uniform Building Code, Chapter 15: Roofing and Roof Structures.
- ☐ Manufacturer's Application Instructions (usually found printed on roofing bundles).
- ☐ ICBO Evaluation Reports (specifications for roof materials not included in UBC).

Overlays

- ☐ Total weight of all roof coverings:
- ☐ Maximum 7 lbs/sqft unless justified by engineering.
- ☐ Maximum 3 composition roof covers.
- ☐ No overlay of wood shake except certain metal tile systems.
- ☐ Two built-up roofs are possible, see 2001UBC.

Roof Slope

- ☐ Minimum 2 in 12 for composition: see special installation requirements.

- ☐ sheathing, except fasteners at eaves or porch overhangs may be shorter and installed so as not to puncture finished surfaces.
- ☐ Fastener spacing as specified by the manufactures literature.
- ☐ Fasteners are located per manufacturer's application instruction, not exposed, neither too high nor too low on shingle.
- ☐ Nail heads are flush with shingle, HEADS ARE NOT DRIVEN INTO SHINGLE.
- ☐ Ridge fasteners penetrate 3/4" into sheathing.

Lightweight Tile

- ☐ Note that in most tile re-roof applications, EVERY tile must be nailed. Check the manufacturers literature. See UBC for other requirements.

Other roof covering materials: See UBC.

Flues

- ☐ Double wall type B flues require 1" clearance to combustibles.
- ☐ *Flues are not to be cut or altered* without separate Mechanical Permit and inspection.

Skylights

- ☐ Skylights must be installed in accordance with manufacturer's instructions.

- ☐ Minimum 3 in 12 for wood shakes: See special installation requirements.

- ☐ Minimum 4 in 12 for interlocking concrete tile.

Sheathing

- ☐ Except for wood shingle and shake, roof cover materials require solid sheathing.
- ☐ Plywood and OSB board exposed to weather (underside of eaves) must have exterior grade glue (Exposure 1).
- ☐ Roof sheathing is not inspected by the Building Inspector as part of re-roofs.

Fire Rating

- ☐ California Law requires new roof covers, whether new roofs or re-roofs to be minimum Class C rated.
- ☐ For wood shakes and shingles, only fire resistant shakes and shingles are minimum Class C.

Underlayment

- ☐ Underlayment to be installed per roof cover manufacturer's instructions.

Fasteners

- ☐ Nails: Corrosion Resistant
- ☐ Staples: See 2001UBC or ICBO Evaluation Report
- ☐ Long enough to extend through sheathing, or 3/4" into

- ☐ Skylights require separate Building Permits and inspection.

Flashing

- ☐ Flashings may be re-used if in good condition.
- ☐ Flashings installed where the roof meets a vertical surface (roof to wall or chimney), require counterflashings.
- ☐ Original flashings or step shingles installed as part of a shake roof may be reused for a composition re-roof.
- ☐ Flashings are installed shingle-fashion, bottom edge drains onto new roof cover.
- ☐ Exposed edges of wood sheathing to be covered with L metal or equal.

Inspection

- ☐ Permit Card Available.
- ☐ Typically, the Building Inspector performs one inspection of the re-roofing application, either a progress or a final. Call 277-4541 to schedule inspection.
- ☐ Access to the roof must be provided, Inspectors DO NOT carry ladders.
- ☐ Manufacturer's installation instructions or ICBO report must be provided to inspector.
- ☐ If either progress or final inspection results in minor corrections, Roofing Contractor or owner may self-certify when corrected and complete. See inspection request form.